

Missouri State Library

Helping You Help Missouri

SECRETARY OF STATE ROBIN CARNAHAN



April – June

Location

MOTEC Education Center
1738 East Elm
Jefferson City, MO, 65101

Instructor

Tom Leimkuehler
Reference Librarian
Missouri State Library

Registration

Call: 573-751-3615

E-mail:

tom.leimkuehler@sos.mo.gov

Include:

- Name
- Phone number
- State agency
- E-mail address
- Class name
- Time you wish to attend

Limit of 15 students per time slot.

State Employee Training

Expand your job skills with a library training session. Professional information navigators guide you in a hands-on experience using information resources. Take these skills back to your office to use the resources from your desktop.



Missouri State Library
Helping You Help Missouri

Phone: 573.751.3615
E-mail: libref@sos.mo.gov
Hours: M-F 7:30-5:00

April **Business Research**

(2 hour session)

Need to find information on businesses in Missouri, industry information, or current research on business practices? Come learn how to find information that you **won't** see freely available on the Internet.

April 18th, 2007
10:00-12:00 **or** 1:30-3:30

May **Advanced Internet Tools**

(2 hour session)

Make the web work for you! More experienced searchers will learn how to delve into Internet searching in a more focused way, including using free web tools to track their favorite sites.

May 16th, 2007
10:00-12:00 **or** 1:30-3:30

June **InfoTrac OneFile—Megadatabase!**

(2 hour session)

InfoTrac OneFile offers state employees access to over 5,000 full text journals with millions of articles. Come learn how to make this database sing and dance!

June 20th, 2007
10:00-12:00 **or** 1:30-3:30